

## Exminster Parish Council Meeting Minutes

Monday 20 May 2019 at 19:30 in the Victory Hall, Main Road, Exminster

Chairman: Brian Aird

19/244	<b>Public open session</b> No comments.	
19/245	<b>Present</b> Cllr Brian Aird (BA), Cllr Peter Chandler (PC), Cllr Sheila Churchward (SC), Cllr Derek Madge (DM), Cllr Charles Nuttall (CN), Cllr John Ponsford (JP), Cllr Kevin Smith (KS), Cllr Lorne Smyth (LS), Cllr Renata Szewczyk (RS), Cllr Josie Walledge (JW). Clerk: Mrs Jill Daw (JD) Deputy Clerk: Mrs Helen Hibbins (HH) Teignbridge District Councillor: Charles Nuttall (CN) Public: 3	
19/246	<b>Apologies accepted from</b> Teignbridge District Councillor Alison Foden Teignbridge District Councillor Andy Swain	
19/247	<b>Declaration of interest on Agenda Items</b> Cllr Chandler declared an interest in item 19/257 as a payee. Cllr Aird declared an interest in item 19/259 as the spouse of a Deepway Centre Trustee. Cllr Chandler declared an interest in item 19/259 as a Deepway Centre Trustee.	
19/248	<b>Dispensation requests regarding Code of Conduct</b> None received.	
19/249	<b>To approve the Draft Minutes of the EPC Meeting held on 13 May 2019</b> Resolved.	
19/250	<b>Clerk's Report</b> <ol style="list-style-type: none"> <li>1. Former Parish Councillor, Mr John Goodey, had agreed to continue as Footpath Warden for the Parish.</li> <li>2. The Community Heartbeat Trust advised that the defibrillator outside the Victory Hall had recently been deployed. The defibrillator would be checked, and replacement pads would be ordered if required.</li> <li>3. The notice of election would be published by Teignbridge District Council (TDC) on Tuesday 21 May. Nominations were required by 31 May. If more than one nomination was received, an election would take place on 27 June.</li> <li>4. Cllr Madge had joined the Rural Aid Committee.</li> </ol>	
<b>Planning Matters</b>		
19/251	<b>Planning Decisions</b> None to report.	
<b>Other Planning Matters</b>		
19/252	<b>To review the presentation made by Cavanna Homes to the Parish Council at its meeting on 29 April - (deferred from the meeting of 13 May)</b> Council discussed the presentation and noted the following: <ul style="list-style-type: none"> <li>• The design of the houses on the outer reaches of the development did not complement the rural setting. The grey frontage was particularly out of keeping.</li> <li>• Although the proposed layout of the development was preferred to the original layout, it was noted that the road appeared to be too narrow for a bus route; specifically, if there were parked cars on the route. It was agreed to ask TDC for information on the acceptable road width for a bus route.</li> <li>• In Council's opinion, the design did not appear to be wholly in accordance with the TDC design guide. Cllr Churchward agreed to find appropriate references for comparison.</li> </ul> <p>With the Reserved Matters application for the development expected imminently, it was acknowledged that it may be too late to influence the design of the houses. Cllr Ponsford</p>	<p>CN</p> <p>SC</p>

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	<p>noted that some of the points raised may already have been agreed by TDC when approving the Design and Access statement for the development, although, to date this had not appeared on the TDC planning portal.</p> <p>It was resolved to write to Cavanna Homes to highlight the Parish Council's concerns; copying in TDC.</p>	JD/HH
19/253	<p><b><u>Update on a meeting that took place with Barratt Homes on the 10 May relating to land off Chudleigh Rd and Waybrook Lane, Exeter - Cllrs Aird and Churchward (deferred from the meeting of 13 May)</u></b></p> <p>Comprehensive notes of the meeting had been circulated.</p> <p>The developer appeared keen to work with the Parish Council. The following was discussed:</p> <ul style="list-style-type: none"> <li>• It may be possible to amalgamate some of the Local Areas for Play (LAPS) into a larger Local Equipped Area for Play (LEAP). Council considered this to be a favourable option, based on the limited usage of LAPS in the village.</li> <li>• There was a possibility that a basic community hall could be built on one of the LAPS (potentially with the additional sacrifice of up to 3 self-build plots). Council agreed that there would be a catchment area for this, but concern about the financial implications and ongoing costs were raised.</li> </ul> <p>The Reserved Matters application was expected to be submitted to TDC by the end of May with a decision expected in September, in order that work could be started on site by the end of the year. It was agreed to ask TDC that the Parish Council were allowed the maximum amount of time possible to consider (all of) the Reserved Matters applications for the South West Exeter development.</p> <p>Barratt Homes were keen to give a presentation to the Parish Council and public on the development. It was agreed that this would take place at the Parish Council meeting on 15 July with an earlier start time of 19:00; allowing an hour for the presentation and subsequent questions.</p>	JD
19/254	<p><b><u>To discuss a strategy for dealing with future planning matters for the developments at South West Exeter</u></b></p> <p>As the Reserved Matters applications would be onerous and require considerable discussion and the input of a professional planning consultant, arrangements would need to be made to ensure that the applications were thoroughly considered outside of the main meeting to formulate recommendations for consideration at a full Parish Council meeting.</p> <p>Exminster Neighbourhood Development Plan Implementation Group (ENDPIG) was initially considered as a vehicle for considering the applications, by extending its remit. The alternative was to set up a separate working party.</p> <p>It was likely that the Reserved Matters applications would require immediate attention due to the timescales involved in responding. Therefore, it was deemed unfeasible to convene a planning committee, due to the notice required for setting up meetings.</p> <p>It was important to have continuity of input when considering the applications but in order to meet the deadlines and set up meetings at short notice, consideration needed to be given to having a wide pool of Councillors and community members, with a background and understanding of the work carried out by the Parish Council to date regarding the development, to draw on.</p> <p>A planning consultant would need to be engaged, as previously agreed. It was noted that this had been included in the budget for 2019/20. Due to the timescales involved, consideration should be given to delegating authority to the clerks to authorise the engagement. A brief will need to be drawn up for the scope of the work of the planning consultant.</p> <p>It was resolved to convene a Matford Working Party.</p>	

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	<p>Terms of Reference for the working party would be drawn up and brought to the next Parish Council meeting when members would be appointed. It was suggested that up to 5 Parish Councillors (including the Chair and Vice Chair as Ex Officio members) should be appointed and up to 5 community members may be co-opted. Although the group would not be a decision-making body and would bring recommendations back to the Parish Council, provision would need to be made within the Terms of Reference for the Clerks to use delegated authority to instruct the planning professional, due to the timescales involved.</p> <p>CLLrs Ponsford, Walledge and Churchward expressed an interest in becoming members.</p>	JW										
<b>Exminster Neighbourhood Development Plan Implementation Group</b>												
19/255	<p><b><u>To consider a response to Teignbridge District Council's email of 30 April regarding the S106 agreements on Matford Home Farm (Ref. 15/00921/MAJ)</u></b></p> <p>The email from TDC had been circulated and briefly considered at the Parish Council meeting on 13 May.</p> <p>The following points were noted during further discussion in order to construct a response:</p> <ul style="list-style-type: none"> <li>• Council were concerned that the reduction of the S106 contribution from £4M to circa £3.3M would affect the viability of the proposed community building. On what basis was the reduced contribution considered to be adequate several years after the original agreement?</li> <li>• TDC had suggested that the s106 contribution could be supplemented by grant funding. The Parish Council had already factored in the receipt of grant funding over and above the original contribution of £4M. Therefore, the Parish Council may need to consider its involvement in building the community facility if additional grant funding (that may be difficult to source) to address the shortfall was required.</li> <li>• Confirmation needed to be sought from TDC that the money allocated to the "community facilities" in the s106 agreement for Matford Home Park (to be developed by Cavanna Homes) was wholly intended for the provision of the community building, to ensure that there would be no further reduction in the s106 contribution towards it.</li> </ul> <p>It was resolved to engage the Parish Council's solicitor to write to TDC advising that the Parish Council was not minded to pursue a Judicial Review at this time, expressing disappointment at TDC's response and including the points raised above.</p>	HH										
<b>Finance Matters</b>												
19/256	<p><b><u>RFO's report</u></b></p> <p>1. Direct Debit payments during April:</p> <table border="1" data-bbox="438 1556 1098 1742" style="margin-left: 40px;"> <thead> <tr> <th></th> <th style="text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>NEST pension scheme contributions</td> <td style="text-align: right;">60.62</td> </tr> <tr> <td>Utility Warehouse (Electricity)</td> <td style="text-align: right;">68.35</td> </tr> <tr> <td>NW Bankline</td> <td style="text-align: right;">6.00</td> </tr> <tr> <td>Staples</td> <td style="text-align: right;">41.38</td> </tr> </tbody> </table> <p>5. External Audit – it was intended that the Annual Governance and Accountability Return was brought to the Parish Council meeting on 17 June.</p>		£	NEST pension scheme contributions	60.62	Utility Warehouse (Electricity)	68.35	NW Bankline	6.00	Staples	41.38	
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19/257	<p><b><u>Accounts for Approval</u></b></p> <p>It was resolved to approve payments in the sum of £5529.79</p>	HH										
19/258	<p><b><u>Draft accounts for April 2019</u></b></p>											
/1	<p><b>Budget Comparison Report</b></p> <p>Noted.</p>											
/2	<p><b>Balance Sheet</b></p> <p>Noted.</p>											

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<b>Property &amp; Amenities Matters</b>		
19/259	<p><b><u>To consider funding excavation works that are needed in advance of completing the structural survey on the Deepway Centre to the maximum sum of £500, in addition to the funds already authorised on the 15<sup>th</sup> April.</u></b></p> <p>Since the agenda had been published, the Clerk had received a verbal budget quote for the work in the sum of £1,200; taking into consideration that the footings may be deeper than originally thought</p> <p>In light of the verbal quotation and to expedite matters, it was resolved to authorise up to the maximum sum of £1000, in addition to the previous authorised amount of £500, to allow for the excavations and completion of the survey.</p>	JD
19/260	<p><b><u>Councillors' Reports</u></b></p> <ol style="list-style-type: none"> <li>1. Cllr Smith reported on the Community Plan Working Party (CPWP) meeting on 18 May. The questionnaire was nearing completion. Councillor Walledge asked for final comments on the usability of the survey and the questions therein as soon as possible. The survey would be launched in June; available in printed form and online. A question had been raised at the CPWP meeting regarding the benefit of including a housing needs survey with the Community Plan questionnaire, due to the current political climate and the possibility of "decision fatigue" affecting the validity of the results. The matter would be on the agenda for consideration at the Parish Council meeting on 3 June alongside a request for additional funding.</li> <li>2. Cllr Ponsford reported that the Bovis Homes grounds contractor had returned to carry out remedial work at Sentry's Farm; tidying up the area that used to be the contractors' site entrance.</li> <li>3. Cllr Chandler reported that there was a vacancy on the team putting together the Terms of Reference for the Environment Working Party.</li> <li>4. Cllr Chandler reported that he had noticed two trees with Ash Dieback. No action was necessary.</li> <li>5. Cllr Walledge thanked the Deepway Centre Trust for organising the Car Boot Sale on 19 May.</li> </ol>	All  JD
19/261	<p><b><u>Public Open Session</u></b></p> <p>Comments:</p> <ol style="list-style-type: none"> <li>1. On the weekend of 1 June, a 24-hour prayer session for Exminster would take place. A representative from the local Churches asked the Parish Council what it would like included in the prayers. It was suggested that guidance for the South West Exeter development discussions; considering the people involved and environment would be desirable.</li> <li>2. The Parish Council were thanked for the use of Deepway Green for the Car Boot Sale.</li> <li>3. The purpose of the survey for the Deepway Centre was re-iterated. The issues with drainage still continued despite the connection of the Deepway Centre to mains drainage. It was possible that the Deepway Centre Trust would need to approach the Parish Council for further funding for this to be rectified.</li> </ol>	
<p>The meeting closed at 21:09</p> <p>Date of next meeting: Monday 3 June 2019 at 19:30 in the Victory Hall</p>		

Signed:...Brian Aird..... Date:...3 June 2019.....